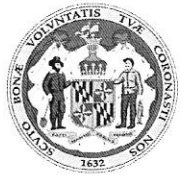




# Frederick County Board of Elections

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## MINUTES of the January 6, 2021 Meeting of The Frederick County Board of Elections

The meeting was called to order at 2:01 PM, via video and teleconference by the Board President, Mrs. Mary Lou Green.

### **PRESENT:**

Mary Lou Green, President	Stuart Harvey, Election Director
Shirley McDonald, Vice President	Noreen L. Schultz, Election Deputy Director
Lawrence C. Hill, Secretary	Clifton Mowell, Election IT Specialist
Mary Costello, Board Member	Christine Winer, Election Supervisor
William Woodcock, Board Member	Marc R. Welch, Election Program Assistant
Daniel B. Loftus, Board Counsel	MC Keegan-Ayer, County Council President

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### **GUESTS:**

Jim Filson, League of Women Voters  
Deborah Carter, Chair, Frederick County Democratic Central Committee

### **APPROVAL OF MINUTES:**

Mr. Woodcock made a motion to accept the December 2, 2020 meeting minutes. Mrs. McDonald seconded and the motion passed unanimously.

### **COUNCIL:**

Mrs. Keegan-Ayer reports the County Council has returned to work from their winter break and is beginning work on various legislative tasks.

The Board discussed the Council Liaison's report.

### **ELECTION DIRECTOR'S REPORT**

Mr. Harvey provided a written report and provided highlights, and the Board discussed the report.

###

## **OLD BUSINESS:**

### **A. FY21 BUDGET UPDATE**

Mr. Harvey updated the Board on the FY21 budget. There were added expenses for new laptops for pollbook emulators and admin activities. Overages will be covered by the CTCL grant.

### **B. MANUAL AUDIT**

The manual tabulation audit must happen by March 2, 2021. Mr. Harvey suggests that the audit happen on Tuesday, February 16, 2021. Backup date is February 24. Mr. Harvey will submit the dates to SBE. Staff will monitor other counties audits in order to observe the process prior to our audit.

### **C. MUNICIPAL ELECTIONS**

The 2021 Municipal election schedule is being finalized, pending response from Rosemont.

### **D. CITY OF FREDERICK ELECTION**

The City is planning a vote-by-mail election, similar to the way the 2020 presidential primary was conducted and will likely send ballots to all registered City voters. There will be 1 or more vote centers on Election Day. The City would like to use several drop boxes for ballot returns. The City Election Board will present the proposal to the Mayor and Board of Aldermen at a workshop on January 27, 2020. There isn't yet a MOU to conduct the election, pending the decision from the Mayor/Board of Aldermen.

The Board discussed the City election.

### **E. VACANT POSITION**

Mr. Harvey has received the eligible candidate list for the open position. Mr. Harvey and Mrs. Schultz will be scheduling interviews soon.

### **F. 2021 GENERAL ASSEMBLY SESSION**

Mr. Harvey provided the Board with an overview of pre-filed bills in the House of Delegates. Several will be heard early in the upcoming session. The Board discussed the proposed legislation.

###

## **NEW BUSINESS:**

### **A. VOTER INFORMATION COSTS**

Mr. Welch discussed voter information request costs for 2021. He suggested adjusting fees for various types of data to better reflect the workload and time involved. The Board agreed to increase the costs for monthly data requests.

### **B. CHIEF JUDGE MEETING -- JANUARY 19**

The meeting will be at 7pm on January 19, 2021. Mr. Harvey will provide an agenda. The meeting will be via Webex.

### **C. OTHER**

Mr. Harvey told the Board that the 2021 MAEO Annual Conference is scheduled for May.

###

## **NEXT MEETING:**

The Board agreed to hold its next meeting on February 3, 2021 at 2:00 PM via teleconference.

## **EXECUTIVE SESSION:**

At 2:42 PM, Mr. Harvey requested the Board adjourn the public meeting and proceed to Executive Session. This action is in accordance with the authority granted under the Annotated Code of Maryland, General Provisions Article, Section 3-305 (b)(1) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals, and Section 3-305 (b)(7) to consult with counsel to obtain legal advice.

Mr. Woodcock made a motion to proceed to executive session. Mrs. Costello seconded, and the motion passed unanimously.

The Board recessed briefly to switch to the private video conference for the executive session, and reconvened at 2:50 PM.

**ADJOURNMENT:**

Mr. Woodcock made a motion to adjourn the meeting. Mrs. McDonald seconded, and the motion passed unanimously.

Meeting adjourned at 3:13 PM.

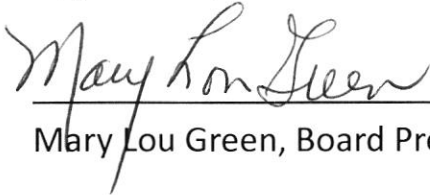
Respectfully submitted,



Marc R. Welch

Election Program Assistant II

Approved by:



Mary Lou Green, Board President

3/12/21

Date